



STUDY AID

CEDERBERG MUNICIPALITY

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1. OBJECTIVE

The primary objective of the study assistance scheme is to annually award financial assistance to needy students in order to address the following:

- 1.1 The financial inability of students that have passed grade 12 or students currently enrolled at tertiary institutions to pay for tertiary education at an approved educational institution registered with the South African Qualification Authority (SAQA).
- 1.2 The need for vocational skills within the Municipal area.
- 1.3 Achievement of Employment Equity Targets within specific occupational categories.
- 1.4 Preference will be given to historically disadvantaged applicants.

2. FIELDS OF STUDY

- 2.1 The fields of study for which assistance will be granted will be determined annually by the Council

The following fields of study will be prioritized, but not exclusively:

- (a) Engineering
- (b) Finance
- (c) Tourism
- (d) Agriculture
- (e) Health Sciences
- (f) Economic and Business Studies, and
- (g) Any other field the council may see fit

The Municipal Financial Aid Committee will make recommendations to Council based on applications received.

3. QUALIFYING CRITERIA

- 3.1 Applications for assistance must be submitted in writing to the Municipal Manager or on prescribed application form.
- 3.2 Assistance will only be awarded to residents in the Municipal area.
- 3.3 No applicant may make him/her guilty of attempts to gain favor with any member of the Study assistance committee and Municipal Manager. Proof hereof will result in disqualification of the application.

3.4 Assistance will only be provided to students who are enrolled for courses for one (1) year or longer (can be theory or practical) provided that the study assistance committee approves the content.

3.5 The combined household income will be one of the determining factors for identifying needy students.

3.6 The committee can decide from time to time on the level of total household income that will be regarded as a ceiling for qualifying students.

3.7 Students in possession of bursary that fully covers their tertiary education fees do not qualify for assistance.

4. STUDY ASSISTANCE COMMITTEE

4.1 This committee shall consist of:

- 4.1.1 Director: Corporate and Strategic Services or his/her representative
- 4.1.2 Director: Community Development Services or his/her representative
- 4.1.3 Director: Engineering and Planning Services or his/her representative
- 4.1.4 Manager: Human Resources or any nominee by the responsible director
- 4.1.5 Municipal Manager or his/her nominee
- 4.1.6 Chief Financial Officer or his/her nominee

4.2 The function of the Committee will be to:

- 4.2.1 Evaluate applications received for financial assistance;
- 4.2.2 Recommend a list of names to the Council

5. FINANCIAL BUDGET AND STUDY ASSISTANCE

5.1 An amount will be budgeted each year for external study assistance scheme.

5.2 The said assistance may be utilized towards the funding of registration fees, class fees, books, and accommodation.

5.3 The assistance will only be paid to the educational institution on submission by the student of documentary proof of the above (5.2).

5.4 The financial assistance that is awarded annually is subject to the availability of funds.

6. DURATION OF ASSISTANCE

6.1 Once-off assistance

6.1.1 The Council may award assistance depending on the availability of funding. This decision is at the sole discretion of the Council.

7. CANCELLATION OF STUDIES

- 7.1 In the event of the student deciding to stop his/her studies, the student will not qualify for future financial assistance from the Municipality.
- 7.2 The student may lay no claim to any disbursements from the tertiary institution on the monies that was paid by the Municipality.

8. CONTRACTUAL OBLIGATIONS

- 8.1 It may be expected of recipients to do practical training at the Municipality as and when required or needed.
- 8.2 Furthermore, it may be expected of the student to do vocational work at the Municipality for a period as agreed upon by Council and the student.
- 8.3 Should Council so decide, the recipients may, in accordance with this External Study assistance Policy, be required to enter into employment with the Municipality. If Council decides not to appoint a recipient, such a student is exempted from any further contractual obligations.
- 8.4 The Municipality may require the beneficiary to participation on a vacation work programme with the municipality at the discretion of the municipality.
- 8.5 Assistance commitments will cease, should the recipient become permanently disabled.
- 8.6 A contractual agreement to this effect will be signed by all the relevant parties.

9. IMPLEMENTATION

The policy shall be implemented after the adoption and the approval by council.

Signed at on thisday of

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MUNICIPAL MANAGER

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SPEAKER